



3 NUTRITION SERVICES

Effective: 12/1/95

3.31 Nutrition Education: Certification Appointments

Revised: 5/17/04

POLICY: At certification appointments, all participants must be offered nutrition counseling/education based on identified nutritional needs. Behavioral objective(s) for the next individual visit (secondary nutrition contact or next certification appointment) must be determined. Secondary nutrition education, based on identified needs and/or the behavioral objective, must be planned. Referrals must be provided, as needed.

When applicants are determined ineligible, counseling/education, brochures, referrals, etc. may be provided. See the Notification of Ineligibility/Termination Policy.

PROCEDURE:

A. REQUIREMENTS AT EVERY CERTIFICATION

1. After reviewing assessment information, provide nutrition education/counseling based on the individual participant's identified nutritional needs (risk factors, other problems, relevant nutrition-related participant concerns, and anticipatory guidance needs).
2. Stress the positive, long-term benefits of nutrition education and encourage participants to attend and participate in nutrition education activities.
3. Encourage all pregnant women to breastfeed (see Policy 3.40) unless contraindicated for health reasons.
4. Refer as needed per risk factor and problem identification (see the WIC Certification and Secondary Education Guidelines).
5. Plan the secondary nutrition education contact (see Policy 3.32). As needed, give an explanation of the importance of secondary education attendance and what they are scheduled for (e.g., individual appointment or group session and topic).
6. Mutually develop behavioral objective(s) with the participant for the next individual visit (mid-certification or recertification, as appropriate).
7. When a participant is likely to be placed on the waiting list, give a brief explanation that there is a priority system based on nutrition risk factors.



B. RECOMMENDATIONS AT CERTIFICATION APPOINTMENTS

1. Explain the purpose of the WIC Program, including the fact that the Program is intended to be supplemental to other sources of food, that the WIC food benefits are prescribed for the participant and not the participant's household, and that it is expected that participant will be for a limited period of time (or, e.g., for the number of months in the certification period).
2. Review the nutritional value of the WIC foods prescribed for that participant (specifically, sources of the nutrients most pertinent for that participant). This review should be adapted to the client's knowledge/previous education.
3. Give a description of the participant's nutritional risk(s) and a clear message that it is the nutritional criteria for which WIC benefits are being provided.
4. When an applicant is found ineligible during the certification process, explain the purpose of the WIC Program and that in the absence of nutritional risk(s) WIC benefits cannot be provided.

C. DOCUMENTATION REQUIREMENTS

1. Document education/counseling provided so that other nutrition staff will clearly understand what was provided (for continuity of care purposes) and to verify that education/counseling addressed the participants' nutritional needs.
2. Document the secondary nutrition education planned so that it is clear that the contact is based on identified nutritional needs. Depending upon the extent and variety of contacts offered, the Project needs to develop the method for conveying information to the draft issuance clerk for scheduling.
3. Document the behavioral objective(s) for the next individual visit.
4. Document the education materials or other literature given.
5. Document referrals (or retain a copy of a written referral form in the participant's file).
6. At subsequent visits, document follow-up on attainment of objectives, referrals, and participation in secondary nutrition education.